

CCO Certification™ Program Update

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CCO Certification™

A Vision for a Climate Savvy Workforce

ACCO
ASSOCIATION OF CLIMATE CHANGE OFFICERS

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Today's Webinar on the CCO Certification™

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1. Core Competencies for Climate Change Officers and Professionals

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2. CCO Training Bootcamps™

4

3. Certification Structure and Process

- Prospective Certificates
- Certificates vs. the CCO Designation™

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4. Working Group & Committee Structures and Eligibility

- A Look at the Process for Each Group/Committee

6

5. Preliminary Requirements for the 1st Certificate

6. Summary of Immediate Next Steps

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Core Competencies for Climate Change Officers & Professionals

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Foundational Knowledge and Skills

- Science literacy
- Environmental and economic literacy
- Understanding of the policy landscape
- Management acumen

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Organizational Knowledge and Skills

- Strategic Planning
- Decision-Making
- Compliance and Enterprise Risk Management
- Asset Management
- Value and Supply Chains
- Communications and Corporate Social Responsibility
- Governance

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Strategic Execution

- Enterprise Risk Mitigation
- Supporting Change within the Organization
- Stakeholder Engagement
- Reaching Beyond the Organization

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ACCO's Mission

ACCO defines, develops and supports the functions, resources and communities necessary for effective organizational leadership in addressing climate-related risks and opportunities.

ACCO's Vision

ACCO enables all organizations to be more sustainable by building enterprise capacity and empowering leadership to respond to climate change.

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Organization of the CCO Curriculum Library



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The CCO Training Bootcamp™ Library

Climate Science, Risk & Adaptation Planning

Understanding Climate Science and the Latest Projections

The Basics of Sea Level Rise and Impacts on Coastal Assets & Infrastructure

Identifying Climate Hazards and Conducting Vulnerability Assessments

Developing an Adaptation Plan for Your Organization

Understanding Climate Change and Extreme Events

Climate Change and National Security: Geopolitics, Natural Resource Impacts and Extreme Events

Climate Risk as an Encroachment Factor on Defense/National Security Installations and the Shared Impacts with Host Communities

The Implications of a Melting Arctic on U.S. Defense and National Security Interests

Leveraging Climate Data & Tools

Prioritizing and Funding Climate Adaptation Initiatives

GHG Management & Reduction Strategies

Measuring, Reporting & Disclosing Climate Impacts & GHG Emissions

Establishing GHG Reduction Goals and GHG Management Structures

Assessing Materiality and Disclosing Climate Risks

Strategies and Management Structures for Achieving GHG Reductions

Developing and Managing an Internal Carbon Fee

Project Finance & Economic Analysis

The Economics of Climate Change

Quantifying Climate Risks

Putting a Price on GHG Emissions

Energy Strategies

Developing & Enhancing Your Renewable Energy Strategy

Identifying Energy Efficiency Opportunities and Fugitive Emissions

Navigating Long-Term Defense Energy Challenges: Efficiency Measures, Renewables & PPAs

Leveraging Power Purchase Agreements

Energy Markets and Regulation & Other Issues Affecting Energy Costs

Commodities & Markets

Understanding and Leveraging RECs

Offsets, Markets and Driving Offset Projects

Procuring Projects with Tangible Benefits

Supply Chain Management

Getting Actionable Supply Chain Data and Engaging Suppliers

Introduction to Assessing Climate Related Risks in the Supply Chain

Mitigating Climate Related Risks in the Supply Chain

Prioritizing Supply Chain Initiatives and Strategies for Implementation

Activating Your Supply Chain

Governance, Engagement & Behavior Change

Building and Maintaining a Stakeholder Engagement Program

Climate Policy: Determining the Best Strategy for Your Organization

Strategies and Tactics for Leading Organizational Change

Engaging the C-Suite on Climate Change

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Tailoring Content to the Practitioner

Sectoral

Government

- Federal
- Defense & National Security

Infrastructure

- Transportation
- Energy
- Telecommunication
- Ports

Manufacturing

- Electronics
- Apparel
- Pharmaceuticals

Financial

Agriculture

Retail

Transportation

Geographic Region

Coastal & Tidal River Communities

Developing Nations

U.S. Regions

- Northeast
- Southeast
- Midwest
- Great Plains
- Southwest
- Northwest
- Alaska
- Hawai'i
- Rural Communities

Professional Role / Function

Supply chain and procurement

Investment portfolio & pension fund management

Risk management and business continuity

Public policy and government affairs

Facilities management

Public affairs, strategic communications, and marketing

Architects and engineers

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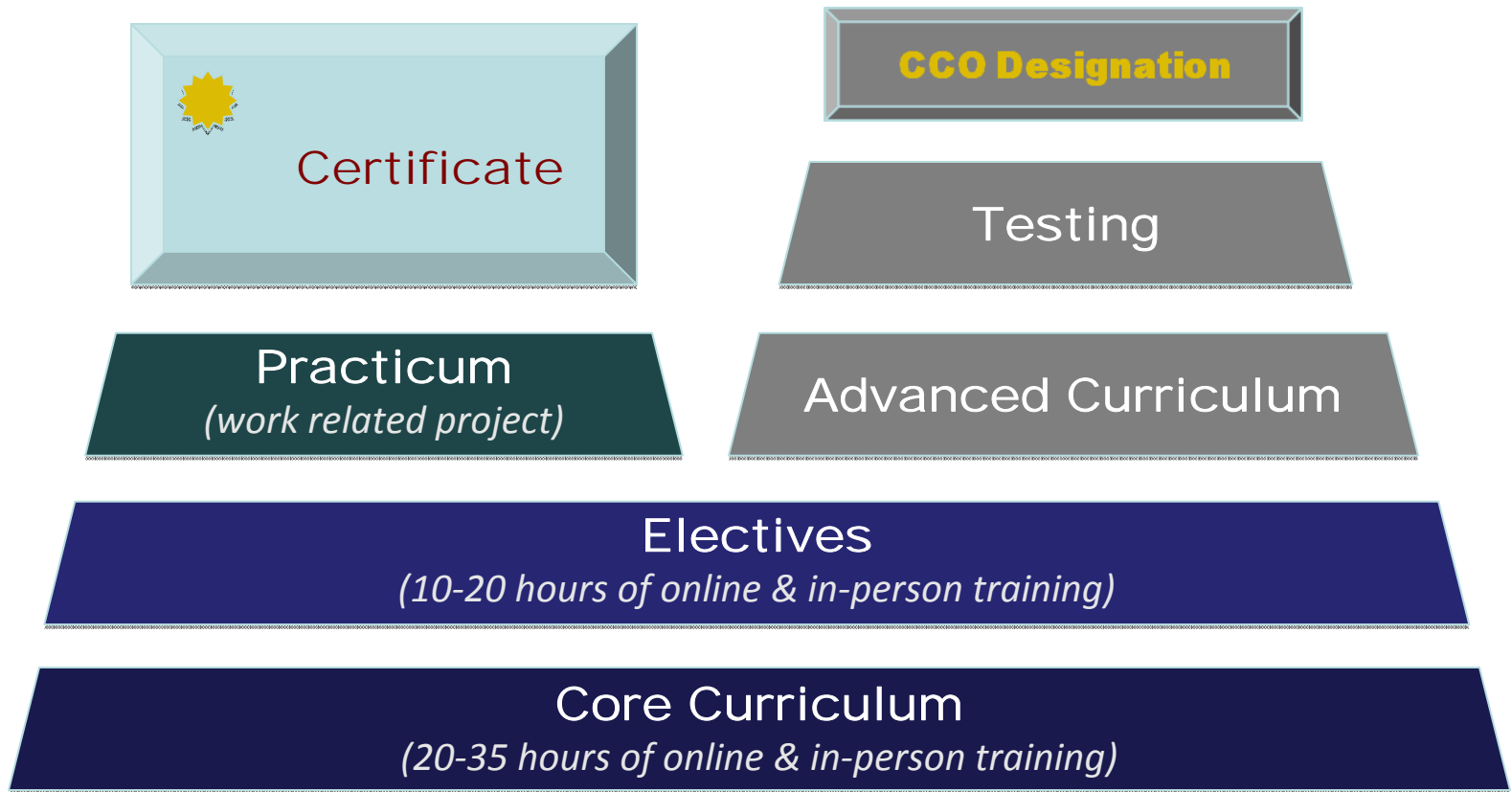
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Certification Structure and Process



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Prospective Certificates

As a stepping-stone toward the CCO designation, the Climate Change Officer in training may receive certificates for the following climate specialties.

General
Governance

Facilities
Management

Energy
Management

Supply Chain

City or Regional
Planner

Architects &
Engineers

Adaptation
Professionals

Investment
Portfolio Managers

Public Health
Professionals

Risk Managers &
Business Continuity
Professionals

Defense & National
Security
Professionals

Public Policy &
Administration
Professionals

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Certificates vs. CCO Designation™

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Certificates will be designed to reflect a fundamental understanding of climate impacts upon a broad range of important decision making roles in organizations.

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The CCO Designation will be established to recognize comprehensive expertise in leading and driving climate action in an organization.

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While the CCO Designation will not be online immediately, the course requirements for the certificate programs will be foundational to achieving this credential.

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A broader suite of curriculum requirements, to include more advanced requirements in the various course libraries, will need to be established.

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Upon completion of those additional course requirements, applicants will be required to demonstrate proficiency indicating they have earned the CCO Designation.

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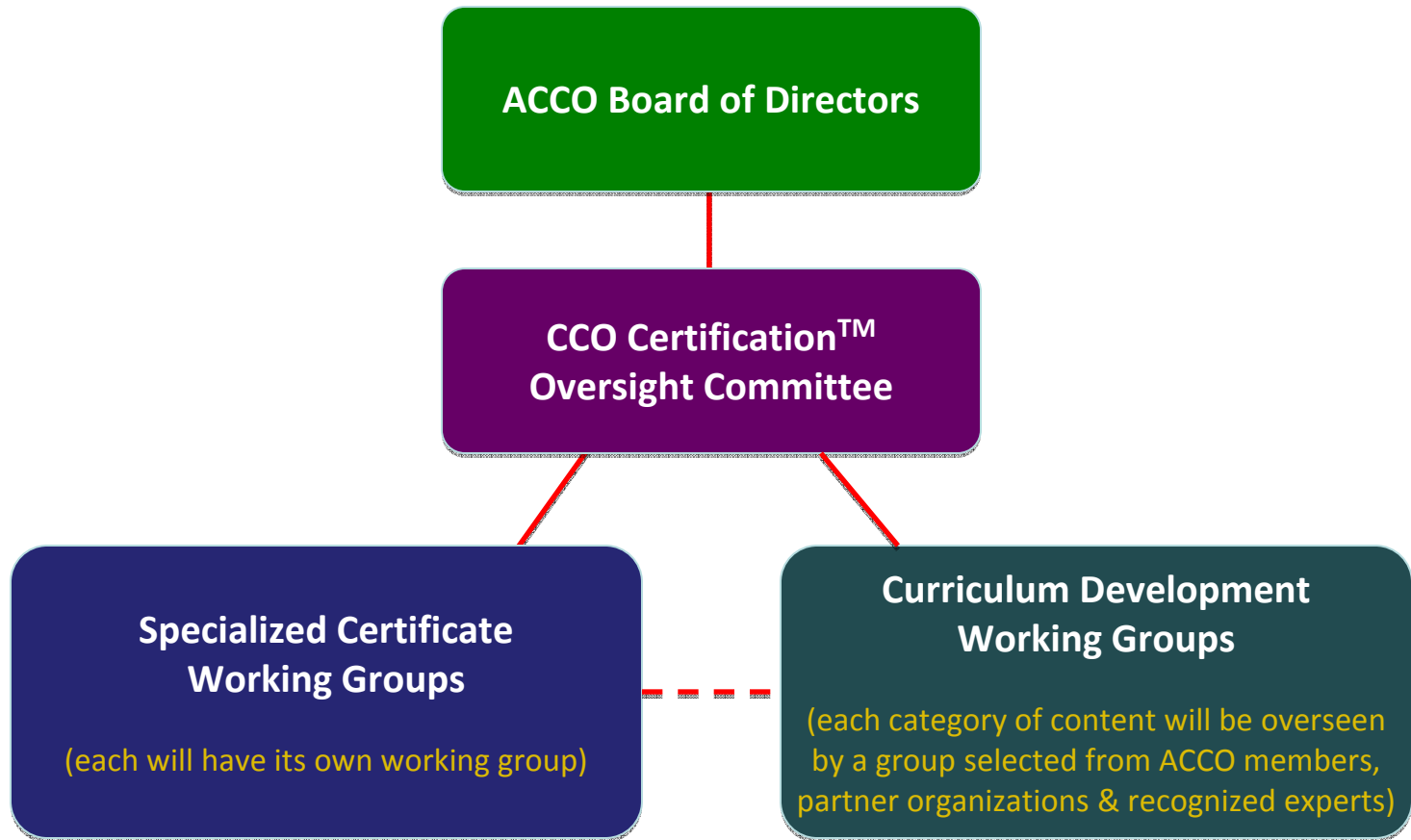
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Working Groups / Committee Structure



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Committee Structure & Eligibility

CCO Certification™ Oversight Committee

Executive Committee

(appointed by ACCO Board or Executive Director)

General Participants

(open to all ACCO members and experts invited by Steering Committee)

Specialized Certificate Working Groups

Working Group Co-Chairs

(appointed by Executive Committee with ACCO's Executive Director)

General Participants

(open to all ACCO members and experts invited by ACCO Executive Director, Oversight Committee or Co-Chairs)

Curriculum Development Working Groups

Working Group Co-Chairs

(appointed by Executive Committee with ACCO's Executive Director)

General Participants

(open to all ACCO members and experts invited by ACCO Executive Director, Oversight Committee or Co-Chairs)

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Oversight Committee Game Plan

CCO Certification™ Oversight Committee

Executive Committee

(appointed by ACCO Board or Executive Director)

General Participants

(open to all ACCO members and experts invited by Steering Committee)

Planning & Governance

Draft Plan

Framework

Identify Governing Body

Establish Financial Structure

Recruitment & Engagement

Announce Call for Participation

Convene Stakeholders

Establish Formal Partnerships

Engage Sector Bodies & HR Entities

Program Architecture

Identify Relevant Core Competencies

Establish Core Curriculum (Required Courses)

Develop Library Architecture to Enable Tailoring of Content by Sector, Location & Role

Practicum Requirements & Review Guidelines

Program Semantics & Requirements

Online Library vs. Virtual Training vs. In-Person Cohort Learning

Prerequisites, Difficulty Ratings & "Waiving Out" Guidelines

Accrediting Course Providers

Learning Management Software Development

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Planning & Governance: General

Planning & Governance

Draft Plan

Framework

Identify
Governing Body

Establish
Financial
Structure

- **Spring 2013:** *Published the Core Competencies for Climate Change Officers and Professionals*
- **December 2013:** *Developed the curriculum categories*
- **Fall 2013/Spring 2014:** *Created first suite of bootcamps in support of the certification program*
- **Fall 2014:** *Announced framework for the certification program*
- **November/December 2014:** Formalize Certification Oversight Committee
- **December 11, 2014:** First meeting of the oversight committee
- **December 2014:** Establish preliminary financial structure for the certification program

Recruiting & Engagement Timeline: General

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Recruitment & Engagement

*Announce
Call for
Participation*

Convene
Stakeholders

Establish Formal
Partnerships

Engage Sector
Bodies & HR
Entities

- **Fall 2014:** *Announce call for participation and explore prospective partnerships*
- **Today:** *Convene interested parties*
- **Winter 2014/Spring 2015:** Establish a formal structure for partnerships with key credentialing organizations, NGOs, government entities and higher education institutions
- **Ongoing:**
 - Develop pilot training programs tailored for larger institutions that can be replicated and will shape demand (e.g. government agencies, Fortune 500 companies, universities)
 - Seek endorsement of training and credentialing from noteworthy employers
 - Collaborate with HR organizations to ensure professional development and hiring practices related to climate change are addressed

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Program Architecture: General

Program Architecture

Identify Relevant Core Competencies

Establish Core Curriculum (Required Courses)

Develop Library Architecture to Enable Tailoring of Content by Sector, Location & Role

Practicum Requirements & Review Guidelines

- Develop structure of certificate programs tailored to decision making roles
- Prioritize certificate development based upon demand and nature of intersection of the decision making role with climate change
- Develop process for assigning leadership roles, inviting partner organizations and reviewing subject matter expert credentials
- Establish minimum requirements and standard operating procedures for all certificate programs

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Program Requirements: General

Program Semantics & Requirements

Online Library vs. Virtual Training vs. In-Person Cohort Learning

Prerequisites, Difficulty Ratings & "Waiving Out" Guidelines

Accrediting Course Providers

Learning Management Software Development

- Develop guidelines for assignment of curriculum to online, virtual training and in-person/cohort learning process
- Establish general guidelines for course prerequisites and assignment of difficulty ratings
- Create general guidance for waiving out of courses based on professional credentials or graduate degree programs
- Identify types of institutions that can be accredited as course providers, as well as a general process for accreditation of courses and curriculum
- Form partnership with provider(s) to support online/virtual learning

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Certificate Working Group Structure & Plan

Specialized Certificate Working Groups

Working Group Co-Chairs

(appointed by Executive Committee with ACCO's Executive Director)

General Participants

(open to all ACCO members and experts invited by ACCO Executive Director, Oversight Committee or Co-Chairs)

Planning & Governance

Certificate Proposal

Target Audience

Identify Governing Body

Establish Financial Structure

Recruitment & Engagement

Announce Call for Participation

Convene Stakeholders

Establish Formal Partnerships

Engage Sector Bodies & HR Entities

Program Architecture

Identify Relevant Core Competencies

Establish Core Curriculum (Required Courses)

Develop Library Architecture to Enable Tailoring of Content by Sector, Location & Role

Practicum Requirements & Review Guidelines

Program Semantics & Requirements

Online Library vs. Virtual Training vs. In-Person Cohort Learning

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Accrediting Course Providers

Learning Management Software Development

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Planning & Governance: Certificate

Planning & Governance

Certificate Proposal

Target Audience

Identify Governing Body

Establish Core Audience & Related Parameters

- Certificate working group established by oversight committee
- Leadership appointed by ACCO executive director
- Call for participation announced
- Co-chairs/leaders extend invitations to interested external stakeholders and explore partnerships with appropriate external organizations
- Define parameters for audiences/stakeholders addressed by the certificate program

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Recruiting & Engagement Timeline: Certificate

Recruitment & Engagement

Announce Call for Participation

Convene Stakeholders

Establish Formal Partnerships

Engage Sector Bodies & HR Entities

- Plan to develop specialized certificate presented to oversight committee
- Upon approval, call for participation announced
- Certificate committee established
- Subject matter experts recruited
- Partnerships formed with appropriate external institutions
- Credentialing organizations related to the certificate program engaged
- HR organizations and labor institutions integrated

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Program Architecture: Certificate

Program Architecture

Identify Relevant Competencies

Establish Core Curriculum (Required Courses)

Develop Library Architecture to Enable Tailoring of Content by Sector, Location & Role

Practicum Requirements & Review Guidelines

- Identify skills, knowledge areas and relevant core competencies
- Continuing education requirements established
- Certificate committees work with curriculum working groups to develop appropriate courses and learning objectives
- Establish specific core curriculum courses and appropriate pre-requisites
- Develop “waive” guidelines for individuals with sufficient capacity in a particular course area
- Identify prospective opportunities and needs for tailoring content based on sector, role and geographic region
- Establish certificate specific practicum requirements and review guidelines
- Assign curriculum development tasks to appropriate working groups

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CCO Certification™

A Vision for a Climate Savvy Workforce

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Curriculum Working Group Structure & Plan

Curriculum Development Working Groups

Working Group Co-Chairs

(appointed by Executive Committee with ACCO's Executive Director)

General Participants

(open to all ACCO members and experts invited by ACCO Executive Director, Oversight Committee or Co-Chairs)

Planning & Design

Recruit Diverse Group of Experts to Form Committee

Learning Objectives for the Certificate

Identify Required Course Curriculum

Develop Library of Electives

Critical Stakeholders

ACCO Members

Prospective Partner Orgs Aligned with Subject Matter

Subject Matter Experts

Academics

Curriculum Architecture & Requirements

Refine Learning Objectives for Each Course

Guidelines and Requirements for Instructors & Courses

Prerequisites, Difficulty Ratings & "Waiving Out" Guidelines

Identify Continuing Education Requirements

Content Development

Develop Content for Learning Management Platform

Identify External Institutions with Shovel-Ready Courses

Identify External Courses that can be Leveraged with Guidance from ACCO

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Curriculum Planning & Design

Planning & Design

Recruit Diverse Group of Experts to Form Committee

Learning Objectives for the Certificate

Identify Required Course Curriculum

Develop Library of Electives

- Curriculum development working group established by oversight committee
- Leadership appointed by ACCO executive director
- Co-chairs/leaders extend invitations to interested external stakeholders and explore partnerships with appropriate external organizations
- Ensure appropriate participation from balance of ACCO members, experts from universities and outside organizations, and individuals with curriculum development experience
- Work with oversight or certificate committee to agree upon curriculum requirements, learning objectives assignment and shape core courses and electives

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Curriculum Planning & Design

Curriculum Architecture & Requirements

Refine Learning Objectives for Each Course

Guidelines and Requirements for Instructors & Courses

Prerequisites, Difficulty Ratings & "Waiving Out" Guidelines

Identify Continuing Education Requirements

- Develop curricula that address the learning objectives assigned
- Establish guidelines and requirements for instructors and courses (whether taught by ACCO or third party institutions)
- Identify prerequisites for each course
- Establish a difficulty rating for each course
- Identify credential and degree programs that enable an applicant to “waive out”
- Establish continuing education requirements for each course

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Curriculum Planning & Design

Content Development

Develop Content for Learning Management Platform

Identify External Institutions with Shovel-Ready Courses

Identify External Courses that can be Leveraged with Guidance from ACCO

- Develop content for learning management platform
- Leverage shovel-ready curriculum/content whenever possible
- Identify third party courses/curriculum that can be leveraged and work with partner institutions to refine the curricula
- Establish credential requirements and guidelines for prospective instructors
- Develop third party course accreditation process for specific courses

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Sample Core Requirements: Certificate for Senior Officials & Executives

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Climate Science, Risk & Adaptation Planning

Understanding Climate Science and the Latest Projections

Identifying Climate Hazards & Conducting Vulnerability Assessments

3

GHG Management & Reduction Strategies

Measuring, Reporting & Disclosing Climate Impacts & GHG Emissions

Assessing Materiality and Disclosing Climate Risks

4

Governance, Engagement & Behavior Change

Building/Maintaining a Stakeholder Engagement Program

Climate Policy: Determining the Best Strategy for Your Organization

Strategies and Tactics for Leading Organizational Change

5

Project Finance & Economic Analysis

The Economics of Climate Change

6



Certificate

Practicum

Electives

Core Curriculum

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Sample Electives: Certificate for Senior Officials & Executives

Sectoral

Defense & National Security

- Climate Change and National Security: Geopolitics, Natural Resource Impacts and Extreme Events
- Climate Risk as an Encroachment Factor on Defense/National Security Installations and the Shared Impacts with Host Communities
- The Implications of a Melting Arctic on U.S. Defense and National Security Interests
- Navigating Long-Term Defense Energy Challenges: Efficiency Measures, Renewables & PPAs

Regional Collaboratives & Local Government

- Prioritizing and Funding Climate Adaptation Initiatives

Professional Role / Function

Facilities & Energy Management

- Developing & Enhancing Your Renewable Energy Strategy
- Identifying Energy Efficiency Opportunities and Fugitive Emissions
- Leveraging Power Purchase Agreements
- Energy Markets and Regulation & Other Issues Affecting Energy Costs

Risk Management

- The Economics of Climate Change
- Quantifying Climate Risks

Emergency Management

- Understanding Climate Change and Extreme Events



Practicum

Electives

Core Curriculum

Geographic Region

Coastal Communities

- The Basics of Sea Level Rise and Impacts on Coastal Assets & Infrastructure

Urban

- Understanding and Responding to Urban Heat Island Effects

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Practicum Requirements & Process: Certificate for Senior Officials & Executives

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Upon successful completion of the mandatory and elective course requirements, certificate applicants will be required to design and complete a work-related project that reflects understanding of the above-referenced coursework.

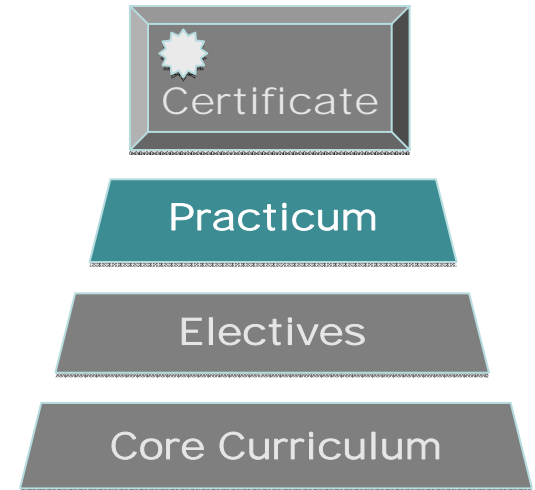
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The applicant will provide a proposed project scope and focus to a review board established by ACCO for guidance and approval. The applicant will then submit the final project write-up to the review panel, who will grade the project on a “pass/fail” basis.

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Certificate for Senior Executives & Officials

- Open for enrollment in January 2015
- Bootcamps already attended applied toward requirements
- Financial structure to be announced next month
 - Fee for enrollment in the certificate program
 - Coursework will be separated from the program to enable enrollment at third party accredited institutions
- ACCO to provide requirements tracking and advisory support
- Some bootcamps to enable online participation
- ACCO in-person events in 2015 will offer bootcamps with core curriculum and electives:
 - Defense, National Security & Climate Change Symposium (Jan. 7-9, 2015 – DC)
 - *Climate Leadership Conference (February 23-25, 2015 – DC)**
 - Climate Strategies Forum (June 24-26, 2015 – DC)
 - Corporate Climate Risk Workshop (Spring 2015 – GA)
 - Rising Seas Summit (Fall 2015 – CA)

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Summary of Immediate Next Steps

- Conduct Oversight Committee meeting on December 11, 2014
- Shape Market Demand for Formal Education, Training and Credentialing
 - Federal employees (CEQ, OPM)
 - Subnational Government (U.S. Conference of Mayors, ICLEI, Urban Sustainability Directors Network, Coastal States Organization)
 - Higher Education (Second Nature/ACUPCC and AASHE)
 - Society for Human Resource Management
 - U.S. Department of Labor
- Open general certificate for senior executives/officials for enrollment in January 2015
- Schedule core curriculum and priority elective bootcamps for 2015

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Getting Involved

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Eligibility is based on the following:

- ACCO members may request to participate in any working group or committee without restriction
- Individuals from NGOs, government entities and academic institutions interested in exploring a formal partnership on behalf of their institution should step forward as soon as possible
- All other individuals may submit credentials and request participation

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All individuals interested in getting involved should submit their interest through our online form referenced at:

- <http://www.ACCOonline.org/certification.html>